201 KAR 20:370. Applications for licensure.

RELATES TO: KRS 314.041, 314.042, 314.051, 314.071, 314.091, 314.103, 314.475
STATUTORY AUTHORITY: KRS 314.041, 314.042, 314.051, 314.071, 314.131(1)
NECESSITY, FUNCTION, AND CONFORMITY: KRS 314.131(1) authorizes the Board of Nursing to promulgate administrative regulations as may be necessary to enable it to carry into effect the provisions of KRS Chapter 314. KRS 314.041, 314.042, 314.051, and 314.071 require the board to review an application for licensure and a licensee for conformity with KRS Chapter 314. This administrative regulation establishes requirements and procedures for nursing licensure.

Section 1. To be eligible for licensure by examination, endorsement, renewal, reinstatement, retired licensure status, or for advanced practice registered nurse licensure, renewal, or reinstatement, an applicant shall:
(1) Submit the completed application form to the board office, for:
(a) RN or LPN licensure by examination, endorsement, or reinstatement, Application for Licensure;
(b) RN or LPN Renewal, Annual Licensure Renewal Application: RN or LPN;
(c) Licensure or reinstatement as an advanced practice registered nurse, Application for Licensure as an Advanced Practice Registered Nurse;
(d) Renewal as an RN and an APRN, Annual Licensure Renewal Application: RN and APRN;
(e) Licensure as an RN and as an APRN, Application for RN and APRN Licensure;
(f) Retired licensure status, Application for Retired Status;
(g) APRN renewal with an RN Compact license, Annual Licensure Renewal Application: APRN with RN Compact License (not Kentucky);
(h) APRN renewal with a Kentucky RN License, Annual Licensure Renewal Application, APRN with Kentucky RN License; or
(i) In addition to any other renewal form, for APRN renewal, APRN Practice Data;
(2) Submit the current application fee, as required by 201 KAR 20:240;
(3) Submit a certified or attested copy of the court record of each misdemeanor or felony conviction in this or any other jurisdiction and a letter of explanation that addresses each conviction, except for traffic-related misdemeanors (other than DUI) or misdemeanors older than five (5) years;
(4) Submit a certified copy of a disciplinary action taken in another jurisdiction with a letter of explanation or report a disciplinary action pending on a nurse licensure application or license in another jurisdiction;
(5) Have paid all monies due to the board;
(6) Submit a copy of an official name change document (court order, marriage certificate, divorce decree, Social Security card), if applicable;
(7) Submit additional information as required by the board in 201 KAR Chapter 20;
(8) Meet the additional requirements for:
(a) Licensure by examination established by 201 KAR 20:070;
(b) Licensure by endorsement established by 201 KAR 20:110;
(c) Licensure by reinstatement established by 201 KAR 20:225;
(d) Licensure by renewal established by 201 KAR 20:230;
(e) Retired nurse or inactive licensure status established by 201 KAR 20:095; or
(f) Advanced practice registered nurse licensure, renewal, or reinstatement established by 201 KAR 20:056;

(9) If not a citizen of the United States, maintain proof of legal permanent or temporary residency under the laws and regulations of the United States; and

(10) Notify the board upon establishment of a new mailing address.

Section 2. An application shall lapse and the fee shall be forfeited if the application is not completed:

(1) For an application for licensure by endorsement, within six (6) months from the date the application form is filed with the board office;

(2) For an application for licensure by examination, within one (1) year from the date the application form is filed with the board office or the date the applicant fails the examination, whichever comes first; or

(3) For all other applications except renewal of license applications, within one (1) year from the date the application form is filed with the board office.

Section 3. Incorporation by Reference. (1) The following material is incorporated by reference:

(a) "Application for Licensure", 1/2016, Kentucky Board of Nursing;

(b) "Annual Licensure Renewal Application: RN or LPN", 2/2020, Kentucky Board of Nursing;

(c) "Application for Licensure as an Advanced Practice Registered Nurse", 1/2016, Kentucky Board of Nursing;

(d) "Annual Licensure Renewal Application: RN and APRN", 2/2020, Kentucky Board of Nursing;

(e) "Application for RN and APRN Licensure", 1/2016, Kentucky Board of Nursing;

(f) "Application for Retired Status", 8/2004, Kentucky Board of Nursing;

(g) "Annual Licensure Renewal Application: APRN with RN Compact License (not Kentucky)", 2/2020, Kentucky Board of Nursing;

(h) "Annual Licensure Renewal Application, APRN with Kentucky RN License", 2/2020, Kentucky Board of Nursing; and

(i) "APRN Practice Data", 6/2012, Kentucky Board of Nursing.

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Kentucky Board of Nursing, 312 Whittington Parkway, Suite 300, Louisville, Kentucky 40222, Monday through Friday, 8 a.m. to 4:30 p.m. (13 Ky.R. 1963; eff. 6-9-1987; 14 Ky.R. 596; eff. 11-6-1987; 19 Ky.R. 2674; eff. 8-6-1993; 20 Ky.R. 2047; eff. 3-14-1994; 3221; eff. 8-4-1994; 23 Ky.R. 3077; 3560; eff. 3-19-1997; 24 Ky.R. 1757; 24 Ky.R. 1757; 2112; eff. 4-13-1998; 25 Ky.R. 598; 1034; eff. 11-18-1998; 1945; eff. 4-21-1999; 26 Ky.R. 1693; 1943; eff. 5-10-2000; 28 Ky.R. 682; eff. 10-17-2001; 29 Ky.R. 1302; eff. 1-15-2003; 30 Ky.R. 384; eff. 10-15-2003; 31 Ky.R. 804; 1062; eff. 1-4-2005; 32 Ky.R. 298; eff. 10-19-2005; 32 Ky.R. 2069; eff. 7-24-2006; 33 Ky.R. 4207; eff. 8-16-2007; 36 Ky.R. 528; 781; eff. 10-21-2009; 1980; eff. 5-7-2010; 37 Ky.R. 434; 10-20-2010; 38 Ky.R. 299; 10-19-2011; 39 Ky.R. 258; eff. 10-17-2012; 40 Ky.R. 2605; 41 Ky.R. 26; eff. 8-1-2014; 42 Ky.R. 497; eff. 11-6-2015; 42 Ky.R. 497, 2510; eff. 6-3-2016; 44 Ky.R. 2246, 2478; eff. 6-20-2018; 45 KY.R. 3469, 46 Ky.R. 420; eff. 8-19-2019; 46 Ky.R. 2691; 47 Ky.R. 58; eff. 7-29-2020.)